

# **my|CalPERS and File Transport Services**

March 2011

## Agenda

Introductions

Background

Hardware / Software

Protocol (FTP, SFTP, HTTPS)

Encryption/Decryption

File and Directory Naming

User IDs: Test / Prod

Notification email addresses

Next Steps

## Introductions

Will Homer – CalPERS

<location of middleware guide on Web>

Attendees:

- » Name
- » Organization
- » Position

## Background

My|CalPERS new pension system scheduled to  
launch September 19, 2011

New XML (eXtended Mark-up Language) interfaces  
with enhanced data elements including CalPERS  
ID (no SSN exposure)

## Hardware/Software

External connecting partner system

Can be desktop or server based

Connect to external CalPERS FTP server, no user  
dedicated hardware required

File Transport Service

- » Scheduled daily
- » Automated “lights out” processing

## Protocol

### FTP

- » Not advised, but acceptable with encrypted file

### sFTP

- » To CalPERS: upload to prod-out folder
- » From CalPERS: pickup from prod-in folder

### HTTPS

- » Browser enabled security
- » No setup required
- » No automation

## Encryption/Decryption

File inbound to CalPERS

- » OpenPGP standard compliant software
- » 1024 bit encryption strength

File outbound from CalPERS

- » GnuPG (GPG) standard

## File Naming

- » Data files: .pgp extension (after encryption)
- » Semaphore files: .sem extension
- » All filenames lowercase
- » File name format: `yyyymmddhhmiss_sss_nnnnn.xml`  
where `nnnnn` =
  - 10006 for payroll,
  - 00007 for retirement enrollment,
  - 50031 for health enrollment,
  - 20010 for register,
  - 20016 for deduction request

**User IDs**

Test

Production

**IMPORTANT:** Send email request to  
[whomer@calpers.ca.gov](mailto:whomer@calpers.ca.gov) to receive test account  
(one per organization)

## Notification Email Addresses

### Business Contact

- » For file content issues (data errors, etc.)

### Technical Contact (group box / distro if available)

- » For file transmission issues

## Next Steps

1. Send email for test account \*
2. Create and send public key to CalPERS \*
3. Receive account, password and CalPERS key
4. Create FTP script
5. Create test and semaphore files
6. Encrypt files
7. Load files on CalPERS FTP Server \*
8. Receive and Decrypt Response File
9. Notify CalPERS of results \*

\* Tracking Milestone

## Frequently Asked Questions

- » How are the in and out folders used? The folders are “partner centric”. Files you receive are in the “in” folder and files you send are in the “out” folder.
- » When do I use .sem? .sem is the extension of a second file (same name with 0 bytes of data) sent after the data file to indicate the data file transmission is complete.
- » How do I use .fin? After you have picked up a file, change the extension to .fin to indicate the file can be erased from the CalPERS server.
- » How do I tell the difference between the old and new system file locations and between test and production? Each of these environments has a different account and password.
- » Does each environment have its own public key used to encrypt outgoing files? No, each partner is provided one key for all environments and file types.
- » Does CalPERS have FTP software available? No, it is available through a number of vendors or from open source on the internet.
- » How is the file name structured? The filename contains three parts, the date/time stamp (all the way to milliseconds), the file type (contents identifier such as 00007 for payroll) and the extension (e.g. pgp for encrypted, xml for unencrypted)